

25X1A

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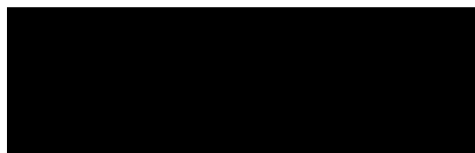
S-E-C-R-E-T

SUGGESTION NO. 60-526 (Continued)

C. Recommendation of the Executive Secretary

1. Not in line-of-duty.
2. Certificate of Appreciation.

D. Decision of the Vice-Chairman



Vice-Chairman
Suggestion Awards Committee

Certificate
Award

25X1A

S-E-C-R-E-T

S-E-C-R-E-T

Summary and Recommendation for the Vice-Chairman

SUGGESTION NO. 61-223: dated 18 October 1960

[REDACTED], GS-12, Budget Officer
OS, DD/S

25X1A

A. Summary of Suggestion

Suggester proposed that the various requests contained on Form 292, "Request for Authorization of Overtime and Holiday Work", be routed through the highest level necessary for review and then submitted to the Administration and Training Staff/OS for consolidation into one summary form to be submitted directly to the operating official for approval.

The suggester also proposed that Form 293, "Report of Overtime and Holiday Time Worked" be eliminated. The suggester contended that preparation of this form and the time-consuming effort involved is unnecessary in accordance with the provisions of paragraph 6d, [REDACTED]

25X1A

B. Summary of Evaluations

The Deputy Comptroller sent a memorandum to the Office of Personnel, 12 January 1960, (prior to the date of this suggestion), recommending elimination of Form 292. The Office of Personnel concurred in this recommendation, therefore this part of the suggestion was not adopted. However the Chief, Administration and Training Staff, Office of Security, reports that part of the suggestion pertinent to Form 293 was adopted by the suggester's office, 2 April 1961. As a result, the Machine Records Division can now prepare records and forward them to interested offices reflecting the overtime hours worked by individuals, thus eliminating the need for Form 293.

While the action for making Form 292 obsolete originated with the Comptroller's Office, the impetus to abolish Form 293 also throughout the Agency and not only in the Office of Security, resulted from review of this suggestion and appraisal of the value of both forms.

C. Recommendation of the Executive Secretary

1. Not in line-of-duty.
2. \$25.00 Award based on Intangible Benefits (Slight-Limited).

D. Decision of the Vice-Chairman

[REDACTED]

Vice-Chairman
Suggestion Awards Committee

25.00
Award

25X1A

S-E-C-R-E-T

C-I-A I-N-T-E-R-N-A-L U-S-E O-N-L-Y

Summary and Recommendation for the Vice-Chairman

SUGGESTION NO. 61-488: dated 12 May 1961

STATINTL

[REDACTED] GS-12, Chief, T & I (Electrical Engineer)
[REDACTED], GS-11, Mechanical Engineer
OC, DD/S

A. Summary of Suggestion

25X1A

Suggester proposed a means for easily removing crystal holders or crystal holder adapters in [REDACTED] 231-D Transmitters. The construction of the crystal heating oven in the 231-D transmitter is such that when all ten crystal holders or adapters are installed in the unit, there is very little room to remove any particular holder or adapter by hand.

Suggester constructed an inexpensive mylar strap which is placed over the contact pins of the crystal holders or adapters; a loop is formed by the mylar strip above the holder. By inserting a finger into the loop and lifting up, the crystal holder or adapter is easily removed.

B. Summary of Evaluation

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STATINTL

The Chief of Engineering Staff, OC, states that this aid has application to approximately [REDACTED] 231-D transmitters installed at nine locations [REDACTED] overseas. The application will result in a small saving of time on the part of transmitter attendants when crystal changes are required. OC plans to fabricate and distribute this device to users of the 231-D transmitters. The degree of benefit is slight and the application is local.

C. Recommendation of the Executive Secretary

1. Not in line-of-duty.
2. Certificate of Appreciation for each suggester.

D. Decision of the Vice-Chairman

STATINTL

[REDACTED]

Vice-Chairman
Suggestion Awards Committee

Certificate

Award

C-I-A I-N-T-E-R-N-A-L U-S-E O-N-L-Y

Summary and Recommendation for the Vice-Chairman

SUGGESTION NO. 61-498: dated 7 March 1960

STATINTL

\$3.45 per hour (GS-10)
Monotype Key Operator

OL, DD/S

A. Summary of Suggestion

Suggester proposed that Printing Services Division purchase logotype matrices made of the joined letters "do" and "na", which are used extensively in tabular monotype printing. These abbreviations are used thousands of times each month. Under the former method, the keyboard operator would set each letter and space separately. Each letter and space would also require a case movement by the casting machine and a casting stroke.

Under the proposed method only one stroke for each abbreviation will be made. A great deal of time will be saved and the production will increase.

B. Summary of Evaluation

The Logistics Internal Suggestion Awards Panel reports that the logotype matrices were purchased and have been in use for the past few months. They have proven to be very satisfactory and a time saver.

C. Recommendation of the Executive Secretary

1. Not in line-of-duty
2. \$20.00 Award based on Tangible Savings of \$397.00

D. Decision of the Vice-Chairman

STATINTL

[Redacted Signature]

\$ 20.00

Award

Vice-Chairman
Suggestion Awards Committee

C-I-A I-N-T-E-R-N-A-L U-S-E O-N-L-Y

SUMMARY AND RECOMMENDATION FOR THE VICE CHAIRMAN

STATINTL

SUGGESTION NO. 61-500: dated 4 November 1960

[REDACTED] 3.92 per hour (GS-10), photographer
OL, DD/S

A. Summary of Suggestion.

The suggester proposed that a table be constructed with cut-outs to accommodate densitometers, i.e., instruments for measuring photographic density. A hinged door was made to fit over the densitometers and close flush with the remaining surface of the table. This proposal achieved two advantages: (1) It kept dust away from the densitometer instruments, and (2) It provided a space to hold and safeguard negatives and press sheets during other photographic processing operations when the densitometers were not being used.

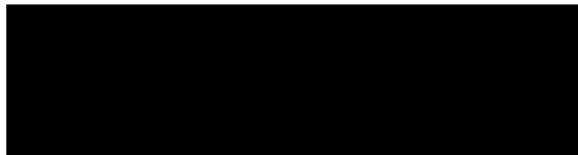
B. Summary of Evaluation.

The Logistics Internal Suggestion Awards Panel reports that the suggested table top was built by General Services Administration and the rest of the table was built by Printing Services Division. The table is working satisfactorily.

C. Recommendation of the Executive Secretary.

1. Not in line-of-duty
2. \$15.00 Award Based on Intangible Benefits (Slight-Limited)
3. Send to Civil Service Commission for referral to the Government Printing Office and other interested Government Agencies.

D. Decision of the Vice Chairman.



Vice Chairman
Suggestion Awards Committee

\$15.00
Award

STATINTL